



STATE OF IOWA

CHESTER J. CULVER, GOVERNOR
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DEPARTMENT OF HUMAN SERVICES
KEVIN W. CONCANNON, DIRECTOR

June 13, 2008

GENERAL LETTER NO. 23-F-AP-6

ISSUED BY: Bureau of Purchased Services, Division of Fiscal Management

SUBJECT: Management Manual, Title 23, Chapter F, Appendix, **CONTRACTS**
APPENDIX, obsolete.

Summary

The forms and information contained in this appendix are now obsolete. The current forms used for contracting are templates that reside in the Department of Human Services' contracting software program, Contract Creator, and are not freestanding forms.

In order to access and complete the templates associated with the contracting process, a password for the Contract Creator program is required. To obtain the password, contact the Bureau of Purchased Services at 515-281-8516.

Effective Date

Immediately.

Material Superseded

Remove the entire Chapter F, Appendix, from Management Manual, Title 23, and destroy it. This includes the following:

<u>Page</u>	<u>Date</u>
Title page	June 28, 1983
Contents page	May 21, 1991
AA-2243-0 (470-0021)	7/83
1, 2	June 28, 1983
3, 4	May 21, 1991
625-1334	5/90
5, 6	May 21, 1991
7	December 20, 1983
"Model" Professional Services Contract with explanations and examples 1-7 and 3 unnumbered pages	July 5, 1983

Additional Information

Refer questions about this general letter to the Bureau of Purchased Services, Division of Fiscal Management.